



Department of Defense

DIRECTIVE

March 1, 1995
NUMBER 8220.1

ASD (C31)

SUBJECT : Single Agency Manager (SAM) for Pentagon Information
Technology Services (ITS)

- References :
- (a) Deputy Secretary of Defense Memorandum, " Single Agency Manager for Information Technology Services for the Pentagon Reservation, " March 28, 1994 (hereby canceled)
 - (b) Section 552 of title 5, United States Code
 - (c) DoD Directive 5122.5, "Assistant to the Secretary of Defense for Public Affairs, " December 2, 1993
 - (d) Section 759 of title 40, United States Code
 - (e) DoD Directive 8000.1, "Defense Information Management (IM) Program, " October 27, 1992
 - (f) DoD 7220. 9-M, "Department of Defense Accounting Manual, " October 1983, authorized by DoD Instruction 7220.9, October 22, 1981

A. PURPOSE

This Directive:

1. Supersedes reference (a) .
2. Designates the Secretary of the Army as the SAM for Pentagon ITS.
3. Defines the SAM for Pentagon ITS organization and management, responsibilities, functions, authorities, and relationships.

B. APPLICABILITY AND SCOPE

This Directive:

1. Applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff-, the Unified Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as "the DoD Components") .
2. Covers the provision of ITS for the Pentagon and other areas as agreed to by the SAM for Pentagon ITS and the DoD Components, in accordance with (IAW) the SAM for Pentagon ITS Implementation Plan, September 21, 1994. ITS shall include, but is not necessarily limited to, network systems management, technical

control, telecommunications, data processing centers, video teleconferencing, cable television, engineering technical services, visual information services, executive systems and applications software support, and information technology (IT) training.

3. Applies to the collection, creation, use, dissemination, and disposition of all data and information, regardless of medium or intended use. Management of the Freedom of Information Act (reference (b)) Program, newspapers, periodicals, publications, the Armed Forces Radio and Television Service, visual information, and audiovisual activities shall be as specified in DoD Directive 5122.5 (reference (c)).

4. Applies to the occupants of the Pentagon and, as feasible, to locations outside of the Pentagon as mutually agreed upon between the SAM for Pentagon ITS and the DoD Components.

C. DEFINITIONS

1. Information Services. A range of information management activities typically provided from service suppliers to customers. Those activities include analysis, acquisition, test, delivery, operation, or management of hardware, software, and communications systems.

2. Information Technology. The hardware and software operated by a Federal Agency or by a contractor of a Federal Agency or other organization that processes information on behalf of the Federal Government to accomplish a Federal function, regardless of the technology involved, whether computers, telecommunications, or others. It includes automatic data processing equipment as that term is defined in 40 U.S.C. 759 (reference (d)).

D. POLICY

It is DoD policy that:

1. The Pentagon shall have a customer-focused, value added, ITS utility that conforms to an accepted standards-based architecture developed and maintained to meet the requirements of the DoD Components.

2. The utility, provided by the SAM for Pentagon ITS, shall ensure effective and efficient usage of the full spectrum of information technologies to eliminate the requirement for each DoD Component to establish, operate, and maintain duplicative capabilities.

3. The SAM for Pentagon ITS shall operate, within time and resource constraints, as a business organization using appropriate business process reengineering, functional economic analyses, and modern management practices, including internal controls. Where appropriate, SAM for Pentagon ITS organizations and facilities

shall be consolidated into integrated, centrally managed service centers, staffed by collocated DoD Component resources.

4. Existing policies, procedures, regulations, instructions, directives, and notices governing information processing, software developments, configuration management, and support agreements concerning Pentagon ITS shall remain in effect until explicitly superseded by the appropriate issuing or approval authority in coordination with the Director, SAM for Pentagon ITS, and the applicable DoD Component.

5. The SAM for Pentagon ITS shall provide ITS that are consistent with existing agreements concerning unique systems, command centers, and DoD Component executive agents IAW the SAM for Pentagon ITS Concept Plan, July 12, 1994.

6. The SAM for Pentagon ITS shall evaluate, on a recurring basis, new commercial alternatives to existing capabilities and strive to provide flexible and responsive support at the least possible cost.

E. RESPONSIBILITIES

1. The Assistant Secretary of Defense for Command, Control, Communications and Intelligence shall:

a. Provide policy direction and oversight IAW DoD Directive 8000.1 (reference(e)).

b. Chair a Pentagon ITS executive committee.

c. Approve the SAM for Pentagon ITS Concept and Implementation Plans.

2. The Assistant to the Secretary of Defense for Public Affairs shall provide policy direction and oversight IAW DoD Directive 5122.5 (reference (c)) and reference (e).

3. The Secretary of the Army, as the SAM for Pentagon ITS, shall :

a. Establish an appropriate SAM for Pentagon ITS organization.

b. Provide, manage, operate, and maintain designated ITS for all applicable components -and customers from a central source on a cost-reimbursable basis IAW DoD guidelines.

c. Establish, operate, maintain, and support IT service centers IAW the SAM for Pentagon ITS Concept Plan.

d. Integrate the ITS infrastructure into an efficient utility for Pentagon customers.

e. Develop, implement, and sustain the Pentagon standards-based architecture IAW the DoD Technical Architecture for Information Management, June 23, 1994. Validate the technical compliance of the DoD Components serviced by the SAM for Pentagon ITS to this architecture to ensure IT interoperability within the Pentagon.

f. Support the identification, consolidation, and integration of transitional IT requirements.

g. Technically certify and approve applicable ITS acquisitions for use within the Pentagon.

h. Provide, on a request basis, support and technical advice for planning, strategy, and coordination of acquisitions with the contracting activity.

i. Consolidate maintenance contracts for Pentagon ITS to achieve economies of scale and to improve responsiveness.

j. Negotiate support agreements for augmented and collocated **personnel** support, equipment, and work effort.

k. Develop appropriate plans as required for capital investment and other validated Pentagon ITS requirements.

l. Establish appropriate executive and technical committees to ensure availability and responsiveness of Pentagon ITS.

m. Develop and implement support agreements such as memoranda of agreement, inter-Service support agreements, and Service-level agreements. These agreements, which shall be revalidated biennially, shall define:

(1) ITS support requirements and the scope and level of support for designated offices and locations.

(2) DoD Component IT functions exempt from SAM for Pentagon ITS participation.

(3) Work agreements.

(4) Performance levels.

(5) Operations' responsibilities and equipment, relationships, and cost reimbursement procedures.

(6) Personnel augmentation for the SAM for Pentagon ITS headquarters and/or collocated support for the SAM for Pentagon ITS service centers.

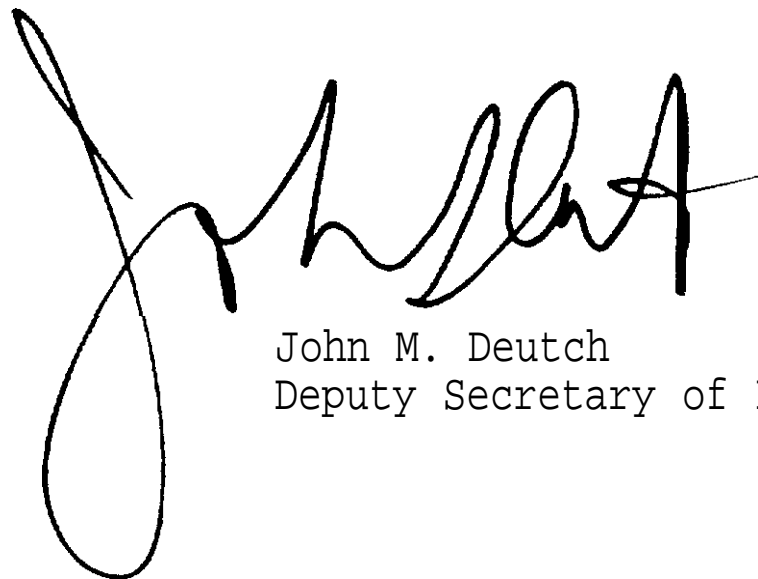
n. Evaluate new commercial alternatives to existing capabilities and provide efficient and effective support in a timely manner.

4. The Heads of the DoD Components shall:

- a. Provide representatives to committees in support of the SAM for Pentagon ITS.
- b. Provide augmented and/or collocated manpower and technical expertise to the SAM for Pentagon ITS organization as specified in support agreements between the SAM and the DoD Components.
- c. Operate and maintain selected ITS functions and/or service centers IAW the SAM for Pentagon ITS Implementation Plan.
- d. Provide estimated ITS requirements to the SAM for Pentagon ITS.
- e. Assist the SAM for Pentagon ITS in developing and executing ITS support agreements.
- f. Program, budget, and provide funding for reimbursable support IAW DoD 7220.9-M, chapter 26, (reference (f)) , support agreements, and the appropriate ITS plans. Inform the SAM for Pentagon ITS of Pentagon ITS-related planning, programing, and budgeting actions.
- g. Coordinate, with the SAM for Pentagon ITS, those acquisitions for Pentagon IT systems, maintenance, service, or equipment to ensure compliance with the Pentagon standards-based architecture; and certify specific ITS acquisitions IAW the SAM for Pentagon ITS Concept Plan.
- h. Continue to operate and support existing IT equipment and systems until replaced by consolidated and/or collocated facilities or until mutually agreed upon to transition responsibilities to the SAM for Pentagon ITS.
- i. Continue to maintain internal IT expertise, help desks, and support to user-operated office automation systems.

F. EFFECTIVE DATE

This Directive is effective immediately.



John M. Deutch
Deputy Secretary of Defense